PERMIT APPLICATION (Chapter 366. Block Parties and Community Festivals) DEPARTMENT OF POLICE, 367 Grove Street, St. Paul, MN 55101 Saint Paul, Minnesota, Community Services 651.266-5485

NOTE: NO PERMIT APPLICATION WILL BE ACCEPTED WITHOUT PROPER FEES ATTACHED. THE APPLICATION MUST BE SUBMITTED TO THE POLICE DEPARTMENT AT LEAST <u>SIXTY (60) CALENDAR DAYS PRIOR TO THE EVENT</u>. (PERMIT GRANTED SUBJECT TO AMENDMENT OR ISSUANCE OF ALTERNATIVE PERMIT)

Name of event:		
Day/Date of event:	Time: From: to	
Location of event: On (name of street or park)		
Between (name of streets or avenues)		
Organization name:		
Name & phone number of contact person:		
	Zip:	
Estimated number of participants:		
Carnival Rides? Yes No Additional power s		
Will beer or liquor be sold at this event? Yes No	Will it be given away? Yes No	
Will food be sold at this event? Yes No Will i		
If beer, liquor or food will be sold or	given away, proper licenses must be obtained	
	ions (DSI) at 651.266.9090 to discuss the procedure for carnival	
rides, additional power needs, food, liquor, and peddle		
	art on State Capitol or city park grounds, special permits are , call the Capitol Complex at 651.201.2300, for City park 407.	
Will one or more streets or alleys be closed for this evo	ent? Yes No	
NOTE If closures are requested, enclose a map	p/sketch indicating the areas/streets to be closed.	
Barricades needed? Yes (Attach Barricade List) No	0	
If yes, will they be rented from: Public Works? Yes_		
NOTEPublic Works rents barricades for event	s requiring 20 or less. The charge is \$10.00 per barricade to be	
billed by Public Works after the event. Public Works	will assess additional charges for missing barricades and/or	
pieces. The City reserves the right to require additional	al barricades and/or signage as a condition of approval of this	
permit. Saw horses or homemade barricades are no	ot acceptable. For more information regarding barricades,	
contact Public Works at 651.266.9700.		
Parking meters need to be hooded for this event? Yes	No Meter hooding charges apply, current rates are	
available at Use of Street Permit Division, 266-6151.		
	o) No Charges apply, current rates are available at Public	
Works – Right of Way at 651.266.6151	/ <u> </u>	
· · · · · · · · · · · · · · · · · · ·	If yes, please contact the Mayor's Office, 651.266.8878.	
* **	No If no, please call Fire Dept., 651.228.6263	
• • • • • • • • • • • • • • • • • • • •	sor and local permit is required, please call 651.228.6230.	
Will there be live animals? Yes No If yes, plea		
Firearms (includes starter's nistal)? Ves No If		

AGREEMENT AND CERTIFICATION

IT IS HEREBY AGREED:

- I. <u>Agreement of Applicant(s)</u>: The applicant(s) agree to abide by all rules set forth below, together with all ordinances and other rules and regulations which may be imposed governing such activities.
- II. <u>Regulations of Use</u>: By signing and presentation of this application, the signer(s) certify to the City of St. Paul that the following statements are true and correct and signer (s) agree to and will abide by the following:
- A. <u>Barricades</u>: Barricades rented from the City or private vendor will be dropped off on one corner of the block. The applicant(s) will be responsible for placement, maintenance, and removal of the barricades. Barricades should be placed at both ends of the street during the public gathering. Saw horses and homemade barricades are not acceptable.
- B. <u>Traffic</u>: The total roadway portion of the right-of-way shall not be blocked: at least a ten (10) foot aisle shall be kept open at all times to permit passage of vehicles of residents of the block and emergency or other authorized or necessary vehicles to enter and exit.
- C. <u>Surface of Street</u>: No materials of any type (such as powder, sawdust, etc.) shall be placed on the public right-of-way which will create hazards.
- D. Supervision: Applicant(s) shall maintain adult supervision at all times during this activity.
- E. <u>Clean Up</u>: Applicant(s) shall provide trash receptacles to prevent as much littering as possible. Applicant(s) shall be responsible for the pick up or disposal of trash and garbage following the event. Such clean up shall be completed within twenty-four (24) hours after termination of the activity, but in no event later than midnight following the day of the public gathering. If the City is required to clean up, the permit holder will be billed for all costs!
- F. Hours: Streets may not be barricaded prior to 8 a.m. nor later than 10 p.m. in any event.

Notary Public, _____ County, MN. My commission expires _____

- G. <u>Speakers</u>: No loud speaker system shall produce sounds audible outside the areas designated for the public gathering.
- H. <u>Accessibility</u>: The event organizers are required to make reasonable accommodations for persons with disabilities at this event, for example, in the areas of parking, restroom facilities, curb ramps, and access to food and entertainment.
- III. <u>Indemnity Agreement</u>: The applicant(s) agree to indemnify and hold harmless the City of Saint Paul, Minnesota, its agents and employees, from any and all claims, demands, actions or cause of action of whatsoever nature or character arising out of or by reason of the conduct of the public gathering in any respect, including costs, attorney's fees, expenses, etc., incurred in connection with the defense or settlement of any claims for injuries or damage resulting from or connected with this public gathering.

Applicants cell phone:	Applicants e-mail address:
Signature of Applicant(s)	Date
	, being duly sworn, deposes and says upon oath that he/she has read the /her signature and knows the contents thereof, and that the same is true of his/her own atters therein stated upon information and belief and as to those matters he/she believe
Subscribed and sworn to before	me this,

PETITION		
We, the undersigned, have no objection to		
(Name of event or organization	on)	
holding a public gathering on	between the hours of	
(Date/time)		
and at (Location – Name of street, alley or park)		
(Location – Name of street, alley or park)		
Between and (Street name) (Street name)		
This street/alley or be closed for this public gathering. (will) (will not)		
NAME ADDRESS	PHONE # DATE	